

**Erie County Department of Mental Health
Housing Improvement Team
Meeting Summary
November 30, 2005**

Participants: TSI, LODP, LSBH , STEL, WNYVHC, Cazenovia Recovery, Horizon Human Services, Spectrum Human Services, Restoration Society

Absent: Buffalo Federation of Neighborhood Centers, Aids Community Services, Housing Opportunities Made Easy

Facilitators: Don Dauman, ECDMH Contract Coordinator

Co-Facilitator: Eric Weigel, Erie County Housing Coordinator

Summary of meeting topics/discussion:

1. Distribution of New Manual

Critical Changes:

- a. New referral packet
- b. SPOE CORE – no longer required
- c. Disability Verification by a licensed/credentialed professional is now part of the application
- d. If applying to a HUD homeless program, homeless verification is now required as part of the application
- e. Lead based paint procedure, service planning and discharge policies finalized
- f. Rental Calculation form updated to include # of bedrooms and type of calculation (new apartment or annual update)
- g. Don and Eric will coordinate community distribution of the new referral packet
- h. Don will convene time limited groups with fiscal officers to complete the financial policies
- i. HMIS and Outcome sections will be completed as more information is received and discussed.

2. FMR Discussion regarding impact of recently decreased FMR

Recently published FMRs do not effect any current HUD grants. Per verification with HUD, the FMR in effect at the time of grant APPLICATION is the FMR that governs stipend calculation through the entire grant term . Therefore the recent decrease will effect grants being renewed in the next competition. We will have until 2007 to address this issue. Several options were discussed including a revised stipend calculation method that would insure the tenant does not incur any additional cost. This issue will be discussed later in 2006.

3. Website –

ECDMH has developed a housing specific web page within the Department website at erie.gov. This website should be live within the next 2-3 weeks and will have copies of all the Policy and Procedure Manual material along with applications, outcome data, meeting information and additional web resources.

4. Workforce Investment Board – Eric Weigel and other members of the Department received a tour and an overview of services available at the one-stop employment center. This is beginning to emerge as a valuable resource in our efforts to encourage and facilitate education and employment for our consumers. Eric will keep housing providers posted on progress in this area and means of access.

5. Supernofa – New applicant seminar is being hosted by HAWNY on Monday, December 5 from 8:30 to Noon. ECDMH will be attending. No further information is available at this time regarding the application process.

6. Work Group Restructuring – this workgroup will be restructuring to focus on more global system-wide housing needs and service enhancements rather than the historic emphasis on HUD programming. In 2006 topics will include outcome and performance management and best practice implementation and monitoring for all forms of housing programs.

7. All participants were acknowledged for the willingness and participation in this workgroup over the last two years. The level of collaboration has been exceptional and all providers are commended for their efforts.

Next Housing Improvement Team Meeting:

Wednesday, December 14, 2005
1:00-2:30PM, ECDMH room 1202
Tentative agenda:

1. HMIS and CoC Supernofa Updates
2. Review of Renewal Grants and Consolidations effective 1/1/06
3. APR discussion for consolidations and extensions
4. Planning discussion on next steps for system wide outcomes

Feel free to email Don with any other agenda items you may want to post and see addressed.